YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   Swami Swatantranand Memorial College, Dinanagar

- Name of the Head of the institution   Dr. Ram Kumar Tuli

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   01875220016

- Mobile no   9872660939

- Registered e-mail   ssmdnn@yahoo.com

- Alternate e-mail   r_kumartuli@yahoo.com

- Address   Swami Swatantranand Memorial College, G.T. Road, Dinanagar

- City/Town   Dinanagar

- State/UT   Punjab

- Pin Code   143531

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   Rural

- Financial Status **Grants-in aid**

- Name of the Affiliating University **Guru Nanak Dev University, Amitsar**

- Name of the IQAC Coordinator **Dr. Harinder Kaur**

- Phone No. **01875220016**

- Alternate phone No. **01875220015**

- Mobile **8872503223**

- IQAC e-mail address **Kharinder579@gmail.com**

- Alternate Email address **Kharinder579@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) http://ssmdinanagar.org/change/pdf/2021.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: http://ssmdinanagar.org/change/pdf/cal202122.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.04**	**2016**	**16/03/2016**	**29/03/2021**
Cycle 1	**B**	**NA**	**2004**	**03/03/2004**	**02/05/2009**

6.Date of Establishment of IQAC **12/09/2012**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Women Cell	**Women Studies Centre**	**UGC**	**2021**	**9,0,6000**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC

  [View File](#)

9.No. of IQAC meetings held during the year   `4`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

`1. Organized various awareness programmes in adopted villages. 2. Organized skill enhanced activities for faculty as well as for the students. 3. Conducted Placement Drives for students. 4. Strengthened IT infrastructure of the college to satisfy the diverse needs of the students. 5. Conducted Academic and Administrative Audit for the current session. 6. Participation in NIRF/ AISHE.`

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To strengthen digital resources in the campus.	More ICT enabled class-rooms are there for digitalized teaching-learning.
To conduct Academic and Administrative Audit.	Conducted Academic and Administrative Audit for the current session.
To conduct meetings of IQAC periodically.	04 Meetings of IQAC were held during the session.
To plan Career Counselling sessions for students.	Training and Placement Cell organized many career-oriented activities for the students..
To collect feedback from various stakeholders.	Online feedback collected, analyzed and uploaded on the college website

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	03/10/2022

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Location	Rural
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• Mobile	**8872503223**
• IQAC e-mail address	**Kharinder579@gmail.com**
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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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• If yes, mention the amount			

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- Name of the statutory body

Name	Date of meeting(s)
IQAC	03/10/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	13/02/2023

15.Multidisciplinary / interdisciplinary

The Institution has been imparting holistic and multidisciplinary education along with regular courses. Though we offer the curriculum in accordance with the affiliating university but we have significant representation of our faculty in various Board of Studies of the university where we are actively involved in curriculum planning. Several self-learning courses of interdisciplinary nature offered by the affiliating university have already been started by the institution. By doing so we are stepping ahead to work as per the Vision of National Education

Policy (NEP) that is to provide high quality education to develop human resources in our nation as global citizens. It further moves us towards the motto of the National Educational Policy (NEP 2020) to stop fragmentation of higher education by introducing multidisciplinary programs at UG and PG levels. For this required infrastructure and expertise have been provided by the institution to impart multidisciplinary flexible curriculum to students. Besides this for the holistic academic growth among students, full freedom is given to the students to choose their preferred options from the range of programs offered by the institution. Many Community Outreach Programs are organized by our college to ensure mass participation of our students to showcase our commitment to holistic and multidisciplinary education which is the roadmap of NEP 2020. We always try to strengthen college and community network. The NSS, NCC Units, Women Cell and a team of committed faculty members are always in a pursuit to engage maximum of our students in the community development programs. The NSS units of the college organize health, blood donation, and personal hygiene and health awareness camps in collaboration with government and non-government organizations. Many health experts and physicians are invited from time to time to deliver their talk on women related issues to imbibe values of social responsibilities among students.

16.Academic bank of credits (ABC):

National Education Policy-2020, intends to enable students across the nation with the "Academic Bank of Credits" (ABC) system for fulfilling their thirst for knowledge by providing academic flexibility to pick and modify their educational paths, link diverse disciplines, and; assist them in acquiring the proper foundations and building blocks for their ambitions. Academic Bank of Credits facilitates deposition of credits awarded by registered Higher Education Institutions, for courses pursued in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the University/UGC. It includes a skill-based course, a core course, and an elective/minor course. Since SSM is an affiliated institution with GNDU, Amritsar, the initiative of becoming a part of Academic Bank of Credits was initiated by the University and the same pattern is being strictly followed in the institution. Thus, The College follows the Choice Based Credit System in some UG and PG programs by following credit-based syllabus. Within the approved curricular framework of the Guru Nanak Dev University, faculty members use different curricular and pedagogical tools and approaches for teaching-learning

activities.

17.Skill development:

The institution aims to strengthen the vocational and soft skills of students to enable them to survive in this global changing environment. The college has been running successfully many Vocational, Value –Added, Add On, Certificate courses to create strong learning environment that enhances academic achievement of the students. The students with solid command of soft skills can think on their feet, solve problems, lead a group through teamwork exercises, give critical feedback, motivate fellow employees and set an example for the rest of the workforce. A number of seminars, workshops and conferences are organized for the skill development of the students as well as the faculty to improve the capacity of the teachers to observe learners and analyse their needs to provide the necessary inputs, through deep insight, understanding and concern. The instituion has been also working on the need to add more skill programmemes to the curriculum and provide a platform for meaningful development of the students by combining the components of knowledge and skill.Through, Our Core Values the ultimate store house of moral values and universal human values like truth (satya) righteous conduct (dharma) peace (shanty) love (prem) non-violence (ahimsa), the institution inspires the students to pursue values, morals, ethics and excellence with sincerity and devotion. Many other artistic, cultural and sports programmes along with the activities of clubs and associations are directed at developing Life skills along with the co-curricular and extra-curricular ones. Our college has been successfully running Five Open Distance Learning Programmes in collaboration with Jagat Guru Nanak Dev State Open University, Patiala to hone the multi-dimensional skills of the students.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The perfect blending of the Indian Knowledge system and tradition with modern education is the topmost priority of SSM. This unique and much required integration of Indian knowledge system with the latest techno-savvy education is done through a number of curricular and extracurricular activities. The choice of Sanskrit (Dev-Bhasha) at UG level is the root of this integration which further paves the way to Shastri and Prak-Shastri as other two career options for the students of SSM. The inculcation of Indian values through multiple curricular and co-curricular activities has become the regular feature of the institution. We start our

academic hours with the enchanting of Ved-Mantras and Academic week with Vedic Hawan-Yajna in which the presence of faculty and students is mandatory as per schedule. The routine Visits to Dinanagar Math on various religious festivals and days have automatically inculcated a natural and never-ending bond with Indian Knowledge System among our students. Besides this, the educational trips to culturally important places and festivals have been a routine practice in the institution. Our teachers provide e-contents and classroom delivery in bilingual mode (English and Punjabi) to make teaching-learning process interesting, effective and understandable. Multiple Programmes are organized by our institution to promote Indian Arts, culture and tradition.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The Learning Outcome based Curriculum Framework (LOCF) is intended to suit the present day needs of the students in terms of securing their path towards higher studies. For this, emphasis is laid on whether the student is able to achieve according to his/her expectations through the curriculum of a particular course chosen by him/her. With numerous choices being available to students, an orientation program on the course details is organized by our institution at the very outset of the session. Through this orientation various objectives of the course are out boxed to make the students aware about what they are going to learn by the end of this course. This enables the students to make the willing career choices by selecting the courses which are aligned to the students' career objectives. In order to implement this particular line of thought, Our College has been running successfully the mentor-mentee system that gives priority to outcome-based education. Mentor-mentee meetings are conducted on regular basis to address multiple issues and problems of students. Several new initiatives have been taken by the college in this direction for creating a learner centric environment to focus on students' understanding of the outcomes of the course. Students are made aware of the specific course outcomes not only through orientation programs but also through classroom discussions, expert lectures and practical. Course Outcomes and Programs outcomes are also displayed on the college website. Besides this several academic events such as extension lectures/seminars/panel discussions and workshops are organized by the college to provide interactive platform to the students to become good citizens, teachers, entrepreneurs, scientists, soldiers, and administrators. In addition, group activities and co-curricular activities are also carried out throughout the year

to foster team spirit and leadership among students. Alumni associations are also organized from time to time where successful Alumni are invited to share their experiences about the options that lead them to highest pedestal of the success.

20.Distance education/online education:

Open and Distance Learning is a system of education which is flexible in regard to modalities and timings of teaching and learning. For this reason, it aims to offer opportunities for lifelong learning. Keeping aside the negative impact of lack of face-to-face learning, online education has broken the geographical barriers creating interaction of experts and students from distant locations. Educational institutions in the country have employed digital platforms for engaging classes, conducting conferences, meetings etc. The pandemic has increased awareness and reach of online education in spite of its negative effect and impact. During pandemic, for Open Book Examination, our college provided computer lab facilities to the students whomsoever required for academic and examination purpose. The same facility was also given to the faculty for online teaching with the result that faculty of the college now are actively involved in creating e-content, which can be accessed locally and globally. The technological tools for teaching learning activities have enabled many faculty members of the college to contribute towards open distance learning approach by uploading their lectures on YouTube. The College library particularly during pandemic days has been playing the role of khul ja sim sim by providing unparalleled access to innumerable resources at the click of a button. Textbooks, reference books, research journals, and a lot of supplementary reading materials can be accessed very easily anywhere and everywhere. As for as distance education is concerned the college has been running successfully multiple Certificate and Diploma Courses like Certificate Course in Artificial Intelligence and Data Science, Certificate Course in Creative Writing and Content Development, Certificate Course in Embroidery, Certificate Course in Software Development and Programming and Certificate course in Office Automation and E-Governance under Jagat Guru Nanak Dev Open State University, Patiala.

Extended Profile

1.Programme

1.1	956

Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**4060**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1294**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**1473**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**107**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**107**

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**67**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**453.15**
4.3 Total number of computers on campus for academic purposes	**302**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Swami Swatantranand Memorial College, Dinanagar ensures the effective delivery of curriculum through a well planned and documented process. As the College is affiliated to Guru Nanak Dev University, Amritsar, it works as per the academic calendar of the University. The IQAC of the College prepares the academic calendar of each semester in accordance with the university academic calendar after ensuring the availability of the qualified staff. This elaborated calendar which comprises curricular, Co-curricular, general holidays, annual day, sports day is displayed on the College website, notice boards and in whatsapp groups of the students. Further all the departments prepare their separate departmental calendar which includes course delivery, model- based delivery, group discussions, seminars, workshops, industrial visits and examination schedule. On the basis of the students' performance in exam, slow learners and advanced learners are identified and remedial classes for slow learners and additional support for advanced learners along with proper counseling is facilitated. Faculty members of all the departments take utmost care to complete the syllabus well in time. Periodic meetings under the headship of Principal take place from time to time to monitor the progress of the delivery of curriculum with all its related aspects.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://ssmdinanagar.org/change/pdf/cal2021 22.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Before the commencement of each semester university prepares and notifies an academic calendar for all the programmes. In adherence to the university calendar, SSM prepares an institute level calendar according to the set pattern of the university and further the departmental calendar which is prepared by each department is also assimilated in it. This master calendar helps the faculty members to plan their respective course delivery, academic activities, co-curricular activities, extension activities, examination schedule, guest lectures, extension lectures and seminars. Approved calendar of all these events is circulated to the faculty and students and is also uploaded in the College website. The continuous internal evaluation is carried out in both objective as well as subjective manner to achieve the learning outcomes. The timeline for the conduct of internal exams, class tests, unit tests, MST is clearly stated in the academic calendar. The faculty members adopt various innovative methods and techniques to assess the theory as well as practical knowledge of the students. The schedule of external examination is fixed by the university and the same is communicated to the students and faculty members. In case of any change in the university pattern, the same is followed in internal evaluation as well.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://ssmdinanagar.org/change/pdf/cal2021 22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.	**A. All of the above**

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

18

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

19

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

2262

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

One of the major objectives of SSM is to serve people, society and nation with utmost professionalism, values and ethics for sustainable development while adding quality of life at each single step. This is the clear-cut indication that SSM has a deep concern for crosscutting issues like environmentally sustainable, human values, gender issues and professional ethics. The College takes sincere efforts to disseminate ethical and human values through extracurricular activities. The NSS, NCC, Youth Welfare Department of the College conduct versatile programs to inculcate the basic human values among students. The national festivals like Independence Day and Republic Day are celebrated with grandeur to enliven patriotic values among our youngsters. The Women Cell of the College has been very proactive in conducting various extension activities focused on gender issues. The campaigns like save girl child, women empowerment, essay and poster exhibitions sensitize and encourage gender equity. The College has made special provisions for providing safe, secure and congenial environment to girl students. A number of activities for environmental protection are conducted by College. The College has also initiated many programs like Swatch Bharat Abhiyan, World Environment Day, Tree Plantation Drive, Environment Awareness Campaigns, and Field Excursions.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

47

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1381

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	A. All of the above

from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	http://ssmdinanagar.org/change/feedback1
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://ssmdinanagar.org/change/feedback1

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1881

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1294

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The commencement of each new session also brings with it a unique combination of bright students, average students and below average students. The strenuous efforts are taken by the faculty to help all the students to cope up with the new learning environment. At SSM, we believe in outcome-based learning process by which we identify our students as slow learners and advanced learners. Advanced learners are those students who are ahead on the learning dimensions and on the contrary slow learners are those who are little bit behind on the learning dimensions but can be pushed to positive level with motivational and counseling support. Mentor/ Mentee relationship is followed in our College where each department uses monitoring and mentoring to keep track of slow learners' progress by adopting individual counseling, extra notes, group discussions and repeated practice of exam-oriented questions. Advanced learners are encouraged to be part of innovative projects and personality development programs. They are also encouraged to attend English classes for the functional use as well as proficiency to achieve high percentage of marks in the university exams. Besides this, they are motivated to participate in various symposiums, conferences and competitive exams.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/pdf/Tutorials.pdf
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
4060	**107**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

In our College, we conduct various student centric activities to improve the quality of teaching learning. All the departments implement student centric methods of enhancing the lifelong learning skills by conducting innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills which can further ensure their participation through experiential methodologies. The students are encouraged to acquire and develop problem solving skills by organizing lectures on different topics. They are given regular assignments based on problems, mini projects, regular quizzes, class presentations and debates at intra or inter departmental levels. For this, free internet access in the library and Wi-Fi facility in the campus is provided. Student centric methods are used to enhance their participative learning by organizing such activities where they can use their specialized technical and management skills. Students are also encouraged for team work by participating in NSS camps, Institutional Social Responsibility Programs, Tree Plantation, Swatch Bharat and Health Awareness Camps. Faculty members make their best efforts in making the learning activity more interactive by encouraging the students to participate in technical and non technical skills through project development, workshops and industrial visits.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://ssmdinanagar.org/change/governing_body/student-centric-learning

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The use of ICT in education adds value especially to teaching and learning because it enhances the effectiveness of the teaching learning process. Our institution has been utilizing diverse ICT tools to create, communicate and disseminate information. These

tools enable our students to access information from different sources. Entire campus of SSM is fully Wi-Fi with internet bandwidth 100 mbps. The College has functional language lab for the students enrolled for language programs. Communication skills training facility makes the students to acquire proficiency in listening, speaking, reading and writing. The PG students are encouraged for PowerPoint presentations by using LCDs and projectors in their presentation sessions and UG students are counselled and motivated with the help of Zoom and Google Meet applications. All the departments are provided laptops, desktops and printers. The College has well equipped seminar hall having the capacity to accommodate a large no. of participants. The renovated well stocked College library is fully automated using ILMS software KOHA. The browsing centre of the library is equipped with computers that are accessible to all the students for accessing e-resources through N-LIST and DELNET.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

67

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

107

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

13

File Description	Documents
Any additional information	[View File](#)
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

565

File Description	Documents
Any additional information	[View File](#)
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Assessment is an integral part of teaching learning process. Our College follows a fair and transparent internal assessment process and robust mechanism as per the guidelines of Guru Nanak Dev University. At the outset of every session, College provides information to all the students for internal assessment plan proposed in College academic calendar. The internal assessments tests are conducted by College itself. As per the academic calendar, the Examination Committee prepares tentative schedule for internal assessment and displays it on the College notice board as well as sends it in the WhatsApp groups of the students. This continuous internal evaluation component includes class tests, class seminars, group discussions and assignments. At the College level two unit tests and one pre-university exam are conducted for the evaluation. The procedure and guidelines of evaluation are given to the teachers for both theory and practical exams. During the whole process of evaluation, the transparency is maintained. The answer sheets are shared with the students and the grievances regarding it are addressed up to students' satisfaction. Internal assessment is also measured on the basis of surprise tests, assignments, projects, oral responses based on practical work and paper presentations in seminars.

File Description	Documents
Any additional information	[View File]()
Link for additional information	http://ssmdinanagar.org/change/examination_dept/

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

In terms of dealing with internal examination related grievances, a transparent, time bound, sound and very efficient method is being followed at SSM. The College has a unique mechanism to deal with the internal examination related grievances. Two types of examinations are held in the College. Internal examinations that are organized by the College and external examinations that are organized by the university itself. The College follows strictly the guidelines issued by the affiliating university that is Guru Nanak Dev University, Amritsar while conducting internal as well as external examinations. Possible efforts are made to avoid inconvenience to students, as we know that inconveniences often result in grievances. A proper schedule for class test is prepared well in advance and students are informed about it at least one week earlier. While conducting internal exams a proper sitting

plan is followed and displayed on the notice board. Transparency is maintained in the assessment and any kind of grievance to assessment is made clear side by side by showing the concerned student his/her answer sheet. Any discrepancy regarding external examination is immediately brought to the notice of the controller of examination with the help of centre superintendent.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://ssmdinanagar.org/change/examination_dept/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The College fulfills its sincere responsibility by communicating the programme and course outcomes to the teachers in the department meetings and through website at the very outset of the session. These outcomes are also made available on the College website for students and faculty as well. The programme and course outcomes are generally formulated by keeping in view the vision and mission of the College irrespective of the fact that these outcomes are broad statements that describe the professional accomplishments which the program aims at. All the faculty members are well acquainted of the various strategies of the College as per as the formulation of POs, PSOs and COs are concerned. The suggestions from experts and other stakeholders like Alumni are also taken into consideration before its final release. The students are made aware of these programmes outcomes through the departmental orientation programme that is organized by each department. Course outcomes are direct statement describing the knowledge and abilities that students are expected to progress at the completion of the course. The hard copy of the syllabus and learning outcomes are made available in all the departments for reference to the teachers as well as students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://ssmdinanagar.org/change/pdf/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The assessment of the Program Outcomes and Course Outcomes become highly essential for any institution to monitor the effectiveness of the teaching-learning environment. The evaluation of program outcomes and course outcomes is accomplished through direct and indirect methods which include performance in internal and external examinations, student's different skills and knowledge of various fields. Besides it various assignments given to the students, internal tests conducted in the class and at the end of each semester are considered to be the best methods of effective evaluation of the program and course outcomes. Through quizzes, written assignments, paper presentations, field works and students performance in delivering answers to each question prove great help in measuring the process of accessing the attainment of course outcomes. The faculty of each department also records the performance of each student with the help of these specified course outcomes through a continuous evaluation process. The very condition of the 75% compulsory attendance for qualifying the examination is another way of mapping out the course outcomes. It becomes the core responsibility of all the faculty members, mentors, course coordinators and program coordinators to speared the awareness among all the students regarding the evaluation procedure of POs and COs adopted by the institution.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://ssmdinanagar.org/change/pdf/2.6.1.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during

the year

`1086`

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	<u>Nil</u>

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<u>http://www.ssmdinanagar.org/change/sss</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

`00`

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

`00`

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has created an ideal ambience for innovation and for generation and transfer of knowledge. The Research and Development Committee of the College plays pro-active role in creating an ecosystem for innovations in research. The RDC promotes the development of new knowledge by inculcating research culture and attitude amongst the students and the teachers. Several quality initiatives have been taken by the committee to boost the research and to motivate the prospective researchers to undertake research in their fields of interest. The MoUs have been signed with industries and higher education institutions to conduct guest lectures, training, internships and field visits for our students. RDC gives guidance to faculty for research proposals, research papers and to avail grants for research projects from various funding agencies. The teachers who have earned appreciable distinction in research are also encouraged by giving special incentives. The interactive and innovative programmes have been organized to assist faculty as well as

students for research activities. Thus, the institution is consistently striving to create an ecosystem that promotes innovative thinking among the students and faculty.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://ssmdinanagar.org/change/inccubation

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

39

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

80

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

22

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

We at SSM always try to strengthen College and community network. The NSS unit, the Women Cell and a team of committed faculty members are always in a pursuit to engage maximum of our students in the community development programs. At short duration, the NSS units of the College organize health, blood donation, and personal hygiene and health awareness camps in collaboration with government and non-government organizations. Many health experts and physicians are invited from time to time to deliver their talk on women related issues. Such activities also imbibe values of social responsibilities like helping the privileged children, promoting cleanliness, finding practical solutions to individual and community problems and sharing responsibility by spreading the positive vibes. As the motto of NSS Unit is Not Me but You, it is always in the active mode in inviting volunteers for community service through group training and leadership programs. Beside these community activities, our students also participate

wholeheartedly in different patriotic programs like Independence Day, Republic Day or Candle Light March for Martyrs. This intense and mass level participation of our students show how magnificently the College has been successful in inculcating the moral values among our students.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/pdf/3.4.1%20(2021-2022).pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

33

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<u>View File</u>

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2598

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

28

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	<u>View File</u>

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

30

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<u>View File</u>

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

At SSM, we always try to ensure an adequate infrastructure with optimal utilization of physical facilities as it is critically linked to the vision of the College that is to create an international model institution for student's success on predicted expectations. In order to turn our desired goals into realities the College has created state of art infrastructure with high tech computer and science labs, library, language lab, faculty rooms, smart classrooms, spacious auditorium and seminar hall. At the beginning of every academic session, College Maintenance Committee demands need based assessment for replacement and up gradation from various departments. Any addition to the existing infrastructure is finalized in IQAC meeting held under the convener ship of Principal. The whole campus has internet facility, well equipped gymnasium, hostel and mess, well furnished and well stocked library that's fully automated with KOHA and having basic facilities like Xerox and scan along with stationary store. The various departments of Humanities, Science and Commerce streams are located in different blocks with technology enabled infrastructure for the smooth conduct of academic, cultural and administration programs. The whole College is under the surveillance of CCTV cameras with 24hrs electricity backup.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://ssmdinanagar.org/change/computer-lab

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Our College has adequate facilities for Cultural and Sports activities as per the guidelines of UGC. All the cultural activities are streamlined and conducted by the Cultural Committee of the College. Versatile cultural program, literally events like debate, declamation, rangoli, mehndi, poster making music and theater activities are conducted from time to time with great grandeur. All these cultural activities are organized in the fully techno-enabled College auditorium and Open Air Theater. As sports are an inseparable part of any curriculum, various sports facilities are provided to the students for organizing different sports for inter- departmental and inter-College competitions. The Department of Physical Education of College facilitates all the sports facilities. The Gymnasium Hall of the College is well equipped with all the equipments used for indoor and outdoor games. Special training programs are organized for students to train them for zonal and inter- zonal sports and cultural competitions. We also have yoga classroom both for the students and faculty to practice yoga. All the students are motivated and encouraged to participate in cultural events, sports events and literary events in order to create balanced atmosphere of academic, cultural and sports activities for the all-round growth of the students.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://ssmdinanagar.org/change/Sport

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

22

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssmdinanagar.in/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

51.33313

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

By providing the state of art facility for the students, SSM College has been rightly meeting the expectations of the academicians in the teaching learning environment. The institution is having a huge library for catering the needs of students and staff by providing vast collection of academic books, journals, magazines, research projects and newspapers. The College library has good sitting capacity accommodated into two floors, a reading hall, digital library, loan book section and reference section. The whole building is fully air-conditioned far away from the hubbub of the students. During working hours, the students can read, check and issue the books and can extend their search with e-books and e-journals by sitting quietly and comfortably in the e-

corner of this digitized library. The library is fully automated with library management software and the various housekeeping activities of the library such as data entry, issue and return of books, renewal of books etc. The library has huge collection of books with a wide range of all subjects. The library has a good access of e-resources of N-LIST which is the part of INFLIBNET with the latest shift to KOHA that is fully featured ILMS software for libraries.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://38.137.0.3/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.97302

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

357

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The commitment with the students to provide the best possible education, SSM has been making frequently updates in its IT facilities that also include Wi-Fi thus fulfilling its quality policies with the continuous up gradations of technology and infrastructure. As we all know that the demand of internet access is increasing day by day especially in all educational institutions due to evolving standards of education, the connectivity through fully network campus with the state-of-art IT infrastructure, computing and communication resources has become the need of the hour to help the students to prepare for projects, presentations and seminars. In our College, the upgradation of computer system and IT facilities are taken up periodically. The College annually purchases as well as upgrades and sometimes replaces a fleet of computers and hardware as per the requirement of various departments and labs. With the growth of users, the institution has been scaling up its switching capabilities for extending Wi-Fi access points. The College also upgrades printers and scanners with the latest additions to administration office, library, IQAC, labs and departments. The seminar hall and all the smart rooms are made smart with LCD projectors and other gazettes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssmdinanagar.in/

4.3.2 - Number of Computers

302

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

79.99381

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Our College has adopted established systems and procedures for maintaining and utilizing physical, academic and support facilities by ensuring optimal allocation and utilization of the available financial resources through various committees that are formed for the maintenance and up keep of College infrastructure. The College Advisory Committee under the convenership of Principal reviews the existing resources and collects the feedback from different departments. Annual stock verification is done under the supervision of Administrative Officers. The Maintenance Committee fulfills its utmost duty with regular inspection and sudden visits of labs, library, classrooms, staff room, common room and washrooms etc. All the sports facilities are under the in charge of the Director of Physical Education, whereas hostel, canteen, mess and different eating points are kept under the keen observation of Hostel Monitoring Committee. Regular maintenance of water coolers and water purifies is ensured and disruption of power supply is controlled with the diesel generator. As the health of the students is of top priority for us, a well-trained staff nurse under the supervision of qualified medical practitioner is all time available in the College dispensary. Thus physical, academic and support facilities are well maintained through various cells and committees.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ssmdinanagar.org/change/Policies/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1610

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

1378

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to Institutional website	http://ssmdinanagar.org/change/student-centric-learning
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2516

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2516

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View File</u>

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

85

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

300

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

29

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

83

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students are one of the most credible stake holders in the growth of any institution. At SSM we follow the mechanism of decentralization by facilitating the student's vibrant representation and engagement in various administrative, co-curricular and extracurricular activities. As the College has an excellent and dynamic Students Council, many committees like Cultural Committee, Magazine Committee, NSS, NCC, campus beautification, Discipline and Students Welfare Committee work with students' representation. The Student Council of the College has an active involvement of 23 students who are always ready to help in the smooth functioning of the College. Besides this our Student Council and its representatives elected from various classes who always fulfill their responsibilities to share the genuine concerns of the students to the higher authority. The members of student council schedule the meeting with other students at the commencement of each new session and motivate the new comers of their duties and responsibilities for themselves, for their parents, for College and for society and country. All the major functions and events of the College like Annual Prize Distribution, Annual Sports Meet, Fresher Parties, Farewell Parties, National Days and Youth Days are held with full

cooperation of these students.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/student_council
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

57

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

SSM College Alumni Association has been duly registered under the Societies Registration Act (XXI of 1860) and as amended by Punjab Amendment Act. 1957. The Alumni Association of the College plays active role in various developmental activities of the College. IQAC conducts regular meetings of Alumni to take suggestions and improve the academic and non-academic facilities of the campus. The Alumni and teachers discuss various aspects of the present scenario which will be useful for the students and will be implemented in the current academic year. The Alumni are invited as resource persons for seminars, workshops, conferences and guest lectures. The prominent Alumni are invited in the Orientation Programme and they provide their experience and expertise with

regard to corporate expectation and inspire students to develop job-oriented skills among them. Alumni can get registration form to register them for College Alumni Association on College website. Star Alumni are displayed on the College website to inspire other students. The Alumni also provide financial support for the developmental activities of the College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) | **B. 4 Lakhs - 5Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Any institution that is not reflective and in tune with its own vision and mission can never flourish. SSM has become a renowned name in the nearby districts by spreading its fame by sticking to its vision and mission. The institute aims to provide conducive environment in which the students and faculty are driven by the spirit of enquiry in their quest of knowledge by facilitating a competitive atmosphere to accomplish excellence. For this, regular departmental meetings are conducted and the faculty members are encouraged to enhance the academic parameters of the students. The College Principal often conducts staff meetings and departmental meetings at short intervals to discuss policies, procedures and upcoming programs of the institution. The empowered team of the College with all its stake holders' conveners of various committees and cells, teaching and non teaching staff members take the responsibility for the plans and action by keeping in view the vision and mission of the College. The Governing body of the institution also meets regularly for accessing as well as

monitoring the progress of institution in meeting its stated vision and mission. Thus, the institution reinforces the culture of excellence by creating robust principles, frameworks and networks

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/collegevision/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

At SSM decentralization and participative management is promoted in order to achieve academic goals and objectives for the efficient functioning of the College. As we believe in the policy of decentralization and participative management, the positive attitude is imbibed in the implementation of various administrative decisions that lead to increase efficiency, positivity, high moral values and utmost job satisfaction. The Management Committee of the College and Principal always take policy decisions regarding finance and infrastructure with the help of College Development Committee. Besides this the conveners of various committees as well as other stake holders have their independent views and concerns in all the major decisions of the College. The multifarious activities at College and inter College level are organized with the full support of all the departments in order to inculcate the spirit of mass participation. Admission Committee, Sports Committee, Youth Welfare Club, Discipline Committee and Anti-Raging Committee etc. are the strong pillars of this vast building of Participative management. This participation is further promoted through various cells and governing bodies like IQAC Coordinator, Bursar, financial and executive experts etc.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/pdf/Organogram.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

SSM has a perspective plan of advancement in view of institutional strategic plans. While framing the developmental strategic of the College, participation of all the stake holders is ensured. The institution formulates the short terms and long terms goals for academic growth and development by formulating various committees/clubs and cells. As holistic learning is one of our objectives, we leave no stone unturned in transforming the youngsters of today into the leaders of tomorrow. For the all-round development of our students, we give top most priority to academic, co-curricular and sports activities through harmonious and balanced way by ensuring the mass level participation of our students in different College and inter-College competitions. The process of developing, reviewing and improving administrative system, policies and procedures is opted from time to time for the successful supervision of day-to-day activities. Decentralization and participation also play unique role in moving forward the success parameters of the institution to the highest grade. As our focus is to provide learning and training opportunities through personal and carrier counseling, the career counselor of the College always provides relevant academic and professional support to enable our students to make wise decisions for bright future.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://ssmdinanagar.org/change/pp
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies,

administrative setup, appointment and service rules, procedures, etc.

The functioning of the institutional bodies is effective and efficient as reflected through policy implementation, administrative setup, appointment and service rules and procedures. SSM being an affiliated College has to follow the rules and regulations of its affiliating university. Along with it, the College has to follow the rules of state government and UGC. In all the important and significant academic as well as administrative affairs the College seeks the permission of the management. The Principal convenes all the academic and administrative activities of the institution and informs the management from time to time regarding various activities and requirements of the College. A number of committees, cells and associations are formed for academic, administrative, co-curricular, sports and extension activities. All these committees work under the supervision and guidance of the Principal. The College follows the state government and UGC rules for the recruitment of academic and College staff. The heads of various departments represent the institution in the Board of study meetings held at university. Women Cell is responsible to solve the academic, personal and social problems of the girls' students and female staff members if any. Thus the institution ensures prospective planning, dynamic leadership and decentralized administration.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/governing_body/
Link to Organogram of the institution webpage	http://ssmdinanagar.org/change/pp
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

SSM ensures effective welfare measures both for teaching and non-teaching staff. The institution effectively implements the welfare schemes. The teaching and non-teaching faculties' members are encouraged to give suggestions and feedback to improve the welfare measures of the College. Separate departments along with two staff rooms are provided for the faculty. The College makes necessary arrangements for availing all the government schemes such as gratuity, earned leave, maternity leave, medical leave etc. Financial support to all the faculty members is given who want to attend workshops and conferences at the national level. Special incentives are given to the faculty for the paper publications, book publications and for paper presentations in various Colleges. Various kinds of scholarships are given to the students on the basis of merit and need. Festive advancement schemes are also given to the non-teaching staff for celebrating festivals. The College also provides job to the spouse or family members (non-teaching staff) on compassionate ground. The teaching and non-teaching staff members are honored with Awards of Excellence for their unique contribution in extending the glory of the College. Healthcare facilities are also provided to teaching and non-teaching staff in the College dispensary.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/pdf/activities.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

51

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

27

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

53

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The achievement of organizational vision and mission can be possible through a good performance management system. Our institution has performance-based appraisal system for the assessment of teaching and non-teaching staff. The performance of each employee is accessed annually on the basis of established norms through PBAS (Performance Based Appraisal System) for UGC Career Advancement Scheme (CAS) that is based on API score. These scores are calculated for all the three categories and are verified by the heads of the department followed by the bursar and Principal. The performance of the faculty members is also evaluated on their professional contributions to academics, short term training courses, College administrative bodies, his/her innovative teaching methodology in the classroom, efficiency in course delivery and accuracy in question paper setting and evaluation. The feedback given by the students in the feedback Performa is another credible criterion for accessing the performance of all the faculty members. As such there is no performance appraisal system for non-teaching staff, a few strategies are adopted by the institution like technical contribution of non-teaching faculty such as subject knowledge, computer-based efficiency, productivity, quality, diligence along with their behavioral aspects. They also accessed through annual confidential reports.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/paf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Our institution has established very well-defined mechanism for conducting internal and external audits every year. IQAC of the institution fulfills the main responsibility of verifying all the data related to income and expenditure of the institution. The Budget Committee of our College maintains all the records for the fund allocation and utilization. All other daily transactions are tallied by the cashier and are verified by the Bursar. The Accounts Department of the College maintains all the documents necessary for internal audit such as budget proposal, vouchers and supporting documents of every purchase. The details of all the expenditures and transactions of the entire financial year are consolidated, maintained and submitted for the external audit. A Chartered Accountant along with his team members visits the institution periodically and verifies all the concerned documents and statuary payments. Any queries in the process of audits are attended immediately along with the supporting documents within the given time. Our College did not come across with any major audit objection during the last many years. It gives the clearcut proof of transparency maintained by the College in all its financial matters.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/
Upload any additional information	**No File Uploaded**

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers

during the year (INR in Lakhs)

`00`

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Our College maintains a transparent and accountable system by exercising strict control on the utilization of the institutional resources. The CDC and RMC under the convenorship of Principal makes the final decisions after ensuring total transparency in the budget provisions. Fees from the students are charged as per the university and government norms. Being Grant in Aid College, the estimated salary budget is prepared in order to receive grant from the state. Transparent approach is opted for all our expenditures. The funds received from the state government are well utilized as per the specific instructions given for those funds. All the expenditure is incurred while keeping in view the academic and infrastructural requirements. The various departments of the College submit their proposal to the finance committee and these proposals are reviewed by planning and monitoring committee chaired by the Principal. The final allocation of the funds occurs after the completion of quotation process. Multiple utilization of infrastructure is made to ensure the optimal utilization of resources. Transparency and accountability are the success mantras of this balanced budget.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/Policies
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell of SSM tries its best to maintain its high standards by imparting quality education through flexible, compressive and innovative approach. IQAC being a pivot as well as central part of the institution's system, the cell ensures the implementation of its quality initiatives through regular reviews and periodic meetings thus taking every step towards the realization of its goals. The IQAC carries out various activities to improve the quality of the services provided by the institution. IQAC also motivates the faculty for further research and recommend every department to organize conferences, seminars, webinars, faculty development programs and extension lectures for the benefit of students and faculty. This effort of IQAC has increased the number of research papers of the faculty in various UGC enlisted/Scopus Indexed/ Web of Science journals of national and international repute. A good number of books and book chapters of our faculty members have been published by well reputed publication houses. Besides this, the College Internal Quality Assurance Cell leaves no stone unturned by providing inputs for best practices both in academic and administration that further results in the efficient resource utilization.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/pdf/policies/QualityPolicy.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC setup in our institution has enhanced quality parameters of teaching and learning by inculcating ethical values and quality culture among our students and staff. IQAC monitors and reviews the teaching learning process regularly by collecting feedback from all its stake holders. The academic calendar of College that encompasses university academic calendar is released in advance at the outset of session. On the basis of this academic calendar various curricular, co-curricular and extension activities are framed for the all-round development of students and the faculty. The College also has the feedback system for the regular evaluation of the teachers and students and on the basis of this evaluation various reforms in teaching learning methodologies, course delivery, discipline hindrances and other administrative

policies are executed. Review meetings are conducted at short intervals to evaluate the performance of students in class test, unit test and midterm semester exams. This exam-based evaluation of the students' further paves the way to slow learners and advanced learners. A number of quality programs such as seminars, webinars, conferences, extension lectures and FDPs are organized as per the available schedule. Various ICT tools are implemented and enhanced to strengthen the teaching learning process.

File Description	Documents
Paste link for additional information	http://ssmdinanagar.org/change/pdf/pp22.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://ssmdinanagar.org/change/pdf/2021.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Promotion of gender equity is one of the sound pillars of quality education. Gender equity means impartial, fair and equal treatment both for men and women as per their respective needs. At SSM, we offer a healthy frame work of education irrespective of any caste, creed, male, female, language and religion. As safety of girls should always be at top priority, safe, secure and supportive campus environment is provided to all the girls. 24hrs CCTV surveillance along with increased number of security guards within the premises is of great help to keep a check on anti social activities. All the members of College discipline committee are on round the clock duty and security check point are provided at the campus entries and exits, a sense of security is felt both by the girl students and their guardians. In order to keep the campus ragging free strict anti-ragging measures are implemented. Versatile awareness campaigns are organized by the women cell of the College to make the students aware about different social issues. As the College also has counseling cell, health counseling, value counseling and career counseling is given to students to motivate them to lead value based healthy life.

File Description	Documents
Annual gender sensitization action plan	http://ssmdinanagar.org/change/pdf/Action%20Plan(Gender)%202.0.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ssmdinanagar.org/change/pdf/facilities.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

At SSM, we have sound management of degradable and non-degradable waste with the full support of students, staff and cleaning staff by adopting well defined procedures. The College ensures proper disposal of waste generated in the campus. Each and every department of the College is provided with dustbins and waste bins. For the collection of waste, floor wise separate waste bins are kept from where garbage is segregated into wet and dry bins. The College has well maintained and well functioning biogas plants to manage the biodegradable process of the solid wastes of mess and canteens. Tri color (Green, Blue and Red) bins are provided across the campus for the collection of biodegradable waste, recyclable waste and non degradable waste. Proper drainage system is opted as for as liquid waste generated from the science laboratories is concerned. The e-waste generated by the computer labs and other administrative offices like desktop, laptop, printers, display boards, scanners, UPS are reused and recycled for the optimal use by following the principle of 3R- Reduce, Reuse and Recycle. Awareness campaigns under Swatch Bharat Abhiyan are organized periodically by NSS, NCC and women cell to inculcate the habit of cleanliness among our students.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage	A. Any 4 or all of the above

including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our institution has taken multifold efforts to provide inclusive environment for the students and faculties. The institution always tries to create inclusive environment by organizing various technical or cultural programs to provide a unique and conceptual environment. Our respect for all the cultures and traditions is evident from the fact that we have students from different religions and regions studying together without any discrimination. We also celebrate various national and local festivals such as Holi, Diwali, Teej and Baisakhi. Keeping in view the socioeconomic background of the students we have many students from the neighboring villages who belong to economically poor background. We at SSM give priority in admission as well as scholarship to all these students with the support of state government scholarship scheme. Besides this the needy students are provided with opportunity to earn while learn by serving in the College. We pay deep homage to the linguistic diversity as well as promote linguistic harmony by celebrating Punjabi Maat Bhasha Day, National Day (Hindi Diwas) and International Language Day (English). We always have a soft corner for differently able students and special facilities are provided to such students with provision of ramps and wheelchair.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

To sensitize our students on various constitutional rights, values, duties and responsibilities is one of our main concerns. Sensitization of students and employees of the institution to the constitutional obligations is done by organizing a number of such activities which can motivate our students and make them realize to understand the true meaning of unity in diversity. For this the College celebrates national days like Independence Day and Republic Day by ensuring the mass participation of the students. The department of history, political science and sociology organize various academic activities to promote the awareness about fundamental duties and rights in our students. The Women Cell of the College also organizes awareness lectures on various contemporary legal issues. A number of students' centric activities like essay writing competitions, debates and declamation are organized by the College to promote different constitutional obligations. Our College often organizes extension and motivational lectures as well as awareness talks to inspire our students to participate in diverse activities that promote culture, values and responsibilities. The Youth Welfare Department of the College is always in search of such activities, such as voter day, youth day etc. to make the students aware about their democratic rights.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://ssmdinanagar.org/change/pdf/7.1.9(2021-2022).pdf
Any other relevant information	http://ssmdinanagar.org/change/pdf/7.1.9_2021-22.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Celebration of national and international commemorative days, events and festivals work like oxygen to make an institute healthy, wealthy and lively. At SSM each day is a celebration day committed to the cultural diversity and heritage of India and the world. In order to make our students aware about different national and international days, we give respectable space to all these celebrations in the College academic calendar. Important national days like Voters Day, Republic Day, Science Day,

Independence Day, Teachers Day and National Flag Day etc. are organized and celebrated every year to inculcate patriotic feelings among our students. We celebrate the international days such as International Yoga Day, International Women Day, World Aids Day, World Earth Day, World Environment Day etc. with the same zeal. While celebrating all these national and international days, we always remain in touch with our rich and unique heritage by celebrating cultural, spiritual and national heritage festivals like Diwali, Janamashtmi and Gurpurabs etc. The youth welfare department, the music department, the women cell, the NSS units and all other departments do organize different awareness campaigns, competitions, rallies, cultural and musical events and exhibitions with the expanded vision from Local to Global.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice: 1

1.Title: To Maximize Eco Friendly initiatives

2. Objectives: To maximize eco-friendly practices

3. The Context:

The main goal of this practice isto spread knowledge, raise consciousness, foster a caring attitude, and develop the skills needed to deal with environmental problems and challenges.

4. The Practice: Organized number of environment awareness activities.

5. Evidence of Success: ISO Certification 14001:2015 was done and Got Platinum Award in Green Audit.

6. Challenges: Lack of awareness among the students as well as community towards environmental issues worse the level of problem.

Best Practice 2

1. **Title: E-Services to reduce paper work in college Campus**
2. **Objectives:**

   - **To make the office more productive.**
   - **To delivering educational content throughelectronic means.**

3.The Context: SSM opted to minimize the use of paper in order to save the trees. We at SSM converted some paper content to electronic format.

4.The Practice: Akal WebSoft is used to maintain fee system and students' details. Bio Metric is used for attendance of staff. Koha Software is used to manage the library.

5.Evidence of Success: Paper usage has significantly decreased in offices and amount of time needed to spread information has decreased.

6.Problem Encountered and resources required: Major digital resources were required to implement this practice.

File Description	Documents
Best practices in the Institutional website	http://ssmdinanagar.org/change/bestpractices
Any other relevant information	http://ssmdinanagar.org/change/bestpractices

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The distinctiveness of the institution lies in its best ability to impart quality education to the people of this rural backward area and skill -based education is another move of SSM to uplift this rural area. The nation in general and the state in particular, is marred with the problem of unemployment among educated youth. Therefore, the need for "Skill based system of education" is

becoming more appropriate in current times. A number of initiatives have been taken by the institution to enhance placement opportunity for the students. The college has introduced 5 Diploma Courses from Jagat Guru Nanak Dev Open University, Patiala for skill training of students and to provide certifications to students in diverse areas. These courses are introduced keeping in mind the needs and demands of the global changing scenario. Special focus is made ongiving training to students in relevant skills for immediate employment. The Career and Guidance Cell of the college organizes many programmes to hone the employability skills of the students. The college has a Language Lab with updated software to polish the communication skills of the students. A number of quality measures have been adopted for the holistic development of the students and to make them valuable asset for the society and nation as whole.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. The IQAC of the college has planned following activities for next academic yea:
2. To participate in quality audits, surveys and rankings.
3. To organize placement drives for students of final years.
4. To motivate students for projects, internships and training programmes.
5. To make preparation for SSR Submission.
6. To incorporate ICT tools in teaching learning and evaluation process of the college.
7. To upgrade the college IT infrastructure with latest technological gadgets.
8. To encourage faculty for quality research publication.